# REMITTANCE SOFTWARE

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2. WHO USES A REMITTANCE ADVICE

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6. WIZARD

#### 1. DESCRIPTIONS

- Remittance advice is a document that a buyer sends to the vendor to notify them of the processed payment. Once the vendor releases an invoice, they look forward to receiving payment from the payer. But this is not the only invoice they have sent out. Matching invoices to received amounts is often a headache for them. But when they receive remittance receipts as proof for remittance transfer from the buyer, you can assure them that their invoice is processed and payment is made
- This remittance receipt document carries data such as invoice number, the amount paid, personal notes from the buyer, mode of payment. Some companies send out manual invoices and receive check payments too. For them, this will be a delight as they receive notification in advance.
- In a mundane world, a buyer buys goods from a vendor, receives and processes invoices, initiates the payment, and then sends payment remittance advice to the vendor with remittance information.

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#### 1. DESCRIPTIONS

- The advent of modern payment solutions is not just for simplifying our work. It also brings clarity and transparency to the process. As we talk about transparency, we have to include both payee and payer. Buying goods from someone, receiving an invoice, and then entirely ghosting them is not advisable in the financial sense. That's where remittance advice comes and lends a helping hand.
- It aids in establishing communication with the vendor regarding the processed payment. If you sell goods to other businesses, you know the shortcomings in matching received payments with sent invoices. Remittance information helps you determine where a settlement comes from.
- Allows Receipting of multiple payments into multiple Debtor accounts. Allows multiple batches to be consolidated into reference number per batch. Allow multiple batches from multiple banks to be in one file identifiable by reference number and bank name / reference. The system allows payments using either account number account number, MSISDN or both. The system allows printing of receipts for each bulk payment by reference or customer name and date of receipt. Reports will show all payments done per bank and per transaction type (Direct Deposit or Debit order)

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#### 2. WHO USES REMITTANCE ADVICE?

- The accounts department usually takes care of outgoing payments and processes invoices. So, they are the ones responsible for sending remittance advice.
- Business remittance advice Business remittance transfer happens between two businesses. As discussed earlier, companies process the invoice of their vendors and remit payment. To notify that, they send business remittance advice to the vendor company. It can also be sent from employers to employees to post the salary or reimbursement credits to inform them.

Bank remittance advice - As the name has it, the bank sends this remittance slip. There are cases when the bank makes payment on behalf of their account holders. So this bank remittance is sent by the bank to the payment receiver, which will carry the information like payment date, sender details, etc

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## 3. REMITTANCE ADVICE TEMPLATE

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Your company details - The document receiver should know where the remittance receipt is coming from. So, this field should let you write your company name, address, and contact details

Payee company details - Now address the company you remit payment to, along with their contact information

**Invoice number -** An invoice number is essential because, this is what is going to pull up your records. The accounts team can bring out the invoice sent to you and mark it as paid, attaching the remittance advice.

Payment date - Add the payment due date and the date you have sent out the remittance.

Payment amount - Though you include the invoice number, it is also okay to add the paid amount as they can cross-check their bank account

## **3. REMITTANCE ADVICE TEMPLATE**

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Payment mode - Including the payment mode is going to level up the transparency. Whether it is an accounts transfer, check or google pay, do mention it. They can be better prepared and be sure of where to expect your future payments. Expected date of payment delivery. Each payment method consumes its amount of time to process a payment. You can include an assumed date of when it will reach the vendor

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**Expected date of payment delivery -** Each payment method consumes time to process a payment. You can include an assumed date of when it will reach the vendor. If employers send the remittance advice, it should contain the following remittance details. -Net and gross salary -Employer and employee information -Additional allowances are provided for overtime, the sixth day, and other reasons. -Deductions and employee contributions - Payment date



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#### 4. HOW TO SEND REMITTANCE ADVICE?

Now that you have your template and created your remittance advice slip let's look into how you can pass this to your vendor. Before you finalize your sending method, see below the kind of format you can adapt to.

Paper: Though it's old school and a little inconvenient, it still does the job pretty well. Here you will print it on paper and send it.

PDF or digital document: When you digitally create the remittance advice on your computer, send it.

Software: There is much affordable software that can instantly create and send customized remittance slips.

Send as a slip - Send by post

Send by email - Let the software do it for you





5.1. Debtors Remittance Import & Allocation Feature

- Importing of remittance files sent to the company to be allocated against debtors invoices and other types of transactions.
- Imports CSV, Tab delimited, or flat file formats.
- Customisable to any layout
- Creates cashbook journals for both the payment and discount amounts and posts against a suspense cashbook account.
- When importing the bank statement, only one transaction needs to be allocated to the above suspense account.
- Application can also import/process files produced/generated in the Creditors Remittance Feature
- Cuts down days of processing in a few minutes.

5.1. Debtors Remittance Import & Allocation Feature

😤 LEOPARD - Remittance/Credit Not	te Allocation To	ol - Ver 1.7.4	2 *** DEMO N	IODE ***									— C	× נ
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	SA_GRV	2016-10-31	737505	737505				~	0.00	62 602.64		Set	0.00	
Y	SA_RTS	2016-10-31	737505	737505			7256 [CWM PINETOWN RETAIL SHOP]	~	5 631.60	0.00		Set	0.00	
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	SA_GRV	2016-10-31	737511	737511				$\sim$	0.00	91 943.98		Set	0.00	
	SA_GRV	2016-10-31	737511	737511				$\sim$	0.00	89 777.98		Set	0.00	
	SA_RTS	2016-10-31	737511	737511			8020 [CWM KINGS ROAD]	$\sim$	91 944.00	0.00		Set	0.00	
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	SA_GRV	2016-10-31	737515	737515				$\sim$	0.00	78 083.50		Set	0.00	
	SA_GRV	2016-10-31	737516	737516				$\sim$	0.00	20 297.38		Set	0.00	
	SA_GRV	2016-10-31	737517	737517				$\sim$	0.00	212 449.82		Set	0.00	
	SA_RTS	2016-10-31	737517	737517			7281 [CWM STANGER]	$\sim$	257.64	0.00		Set	0.00	
	SA_GRV	2016-10-31	737518	737518				$\sim$	0.00	21 675.06		Set	0.00	
	SA_GRV	2016-11-01	737523	737523				$\sim$	0.00	8 406.82		Set	0.00	
	SA_GRV	2016-11-01	737524	737524				$\sim$	0.00	330 476.40		Set	0.00	
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	SA_GRV	2016-10-31	737535	737535				$\sim$	0.00	479 332.18		Set	0.00	
	SA_RTS	2016-10-31	737535	737535			7251 [CWM PIETERMARITZBURG BTY]	$\sim$	11 810.40	0.00		Set	0.00	
	SA_GRV	2016-10-31	737543	737543				$\sim$	0.00	147 240.93		Set	0.00	
	SA_RTS	2016-10-31	737543	737543			7260 [CWM TONGAAT BUTCHERY]	$\sim$	267.73	0.00		Set	0.00	
	SA_GRV	2016-10-31	737544	737544				$\sim$	0.00	19 952.59		Set	0.00	
	SA_GRV	2016-10-31	737550	737550				$\sim$	0.00	78 820.09		Set	0.00	
	SA_GRV	2016-10-31	737553	737553				~	0.00	205 399.50		Set	0.00	~
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#### 5. FEATURES OF THE APPLICATION 5.2. Debtors Claims / Credit Note Generation & Allocation Feature

- Imports a list of claims/ credit notes provided by the debtor to be used to generate credit notes within the system and allocate the necessary cashbook journal.
- Imports CSV, Tab delimited or flat file formats.
- Cuts down a lot of time searching for individual cashbook transactions in order to create a manual credit note to offset the cashbook.
- Gives the user the option to select the actions to take for every credit note from creating the document to the allocations.

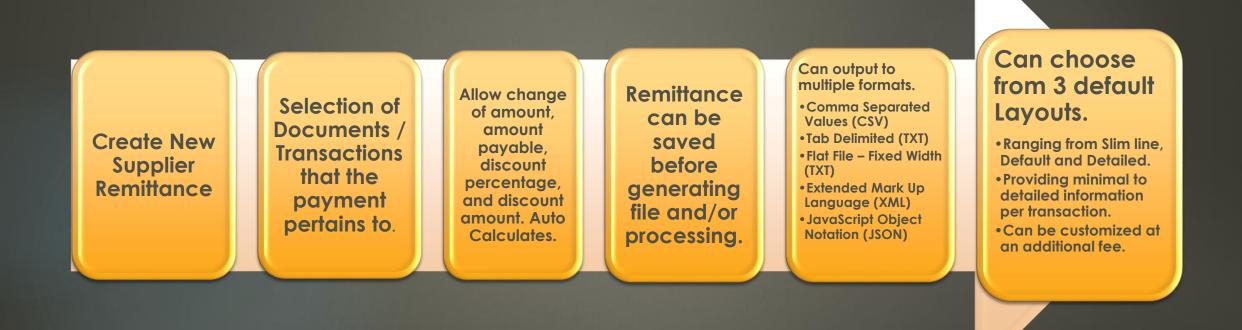




5.2. Debtors Claims / Credit Note Generation & Allocation Feature

😤 LEOPARD - Remittance/Credit Note Al	location To	ool - Ver 1.7.4	42 *** DEMO	MODE **	*									_	
Import Delete Save	Check	of Clean	Process		Processing Da	ate: Wednesd	ay, 15 March 202	23 ~						Settings	Exit
⊡	Re-Che	eck All	Check Unn	natched	Clear Ur	processed	Process Unproc	essed					SHOP	RITE	Not Saved!
i <b>∑</b>	Seq	Ref. No.	Date	Info	Branch No.	Amount	Rem. Found	Claim Found		Process Journal	Allocate Rem.	Allocate Claim	Processed	Status	^
	2	285653	2017-03-09	CR	54677	231.00	V		v					Imported	
	3	762224	2017-03-15	CR	979	2 667.75	V		v					Imported	
	4	337431	2017-03-17	CR	2175	238.85	V		v					Imported	
	5	143886	2017-04-10	CR	36283	25 941.30	v		v					Imported	
	6	200279	2017-04-11	CR	51263	25 456.31	v		v					Imported	
	7	287804	2017-04-14	CR	54677	242.91	v		v					Imported	
	8	170542	2017-04-14	CR	55275	595.50	v		<u> </u>		ODEE	() OFF		Imported	
	9	214194	2017-04-14	CR	55283	330.12	v		v		OPF			Imported	
	10	197007	2017-04-15	CR	48856	187.50	V		<u> </u>					Imported	
	11	122224	2017-04-16	CR	36102	790 020.00	V		<b>v</b>					Imported	
	12	200424	2017-04-16		51263	151.29	V							Imported	
	13	195810	2017-04-16		51271	113.10	v		V					Imported	
	14	166043	2017-04-21		30449	232.36	V							Imported	
	15	144185	2017-04-21		36283	198.97	V		V					Imported	
	16	245994	2017-04-22		42216	113.40	v							Imported	
	17	170752	2017-04-22		55275	154.30	V							Imported	
	18	144299 246071	2017-04-25		36283 42216	133.95 114.00	V		V					Imported	
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5.3. Creditors Remittance File Generation & Allocations Feature



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Server

Database:

5.3. Creditors Remittance File Generation & Allocations Feature Below is and example of Listing of Supplier Remittance by Date/Supplier/Archived etc...

*	Rem	i - Remittance/	Credit Note Al	llocation Tool - Ver	2.2.5								_	0 ×
	mpo	rt Delete	Save	Allocate	100	cess	Processing Date:	Thursday , 18	January 2024	~			settings	Close
Rem		ces Credit Note:	s Supplier Re	mittance										
	Da	ate 2024-01	-01 📑 to	2024-01-18	Supplie	er 🗌 Show A	Archived							2
		Reference	Supplier	Amount Payable	Created By	Date Created	File Produced	Produced By	Date Produced	Cash Books Processed	Archived	Info		
	2	Test	B&I001	0.00	Admin	2024-01-12		Admin	2024-01-17			0		New
	3	ABC	AMC001	0.00	Admin	2024-01-13						0		
	4	ABC	B&I001	0.00	Admin	2024-01-13						0		Edit
	5		B&I001	0.00	Admin	2024-01-15						0		Edit
														Archive
														Delete

5.4. Remi Debtor Statement Creation

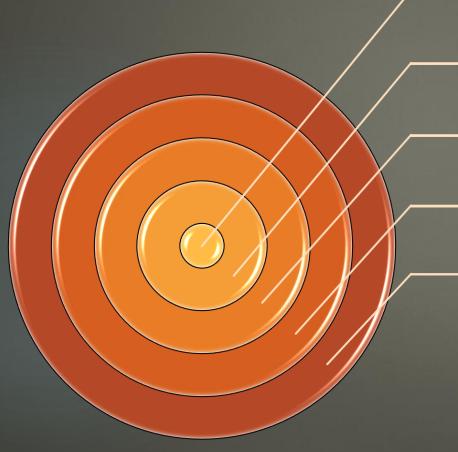
Create a Statement File in the format a Debtor requires it
Can output to multiple formats.
Comma Separated Values (CSV)
Tab Delimited (TXT)
Flat / Fixed Width File (TXT)
Extended Mark Up Language (XML)
JavaScript Object Notation (JSON)
Can switch between all outstanding transactions to opening balances.
Option to allocate all outstanding allocations to oldest outstanding transaction.
Allows for the Manual capture additional of entries, to include transactions not captured and/or not allocated as yet.

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## **5.5. INTERCEPTOR**



Service to monitor an email address to collect PDF documents from Clients with remittances/invoices/claim documents

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Interprets the PDF into data fields

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Can produce processed/unprocessed documents.

If Unprocessed, these documents are kept in a staging area, to be manually posted on a one to one basis.

Documents that could not be interpreted correctly remain in the staging area, to be processed manually, or resend request can be made.



#### **ALL FEATURES**

Access to each feature is dependent on each user's security rights Sage



#### 6. WIZARD

WITH AN AID OF A WIZARD A FILE IS CREATED IN 7 STEPS

Below is and example of a New/Edit Remittance, settings and functions in a wizard form:-

😤 Remi - Edit 3	Supplier Payment Remittance (Test)		_		$\times$
Remitta	nce Settings				
1	Select Supplier B&1001	]			
2	Select Layout Default				
3	Select Cut-Off Date Show outstanding transactions before and up to	this date			
4	Enter Remittance Reference Reference to find at a later stage	Test (Last Remittance Reference: Test)			
Cancel			Sav	ve & Contin	iue



#### 6. WIZARD

#### WITH AN AID OF A WIZARD A FILE IS CREATED IN 7 STEPS

Below is and example of a Remittance Detail – User can select/deselect transactions to include, also edit amounts and discounts

nce D	etail	ittanice (ABC)															
Atolde	Type	TX Date	Reference	Description	Project	Debt	Cedt	Outstanding	3 6	Reference	Anourt	Decourt	Discourt	Anourt Payable	Note		
1705	SINV	2023-04-12	INV071247	Purchase Order			82 248.00	82 248 00	9				1	1000000000	5-		
1705	SINV	2023-04-12		Purchase Order			82 248.00			INV071247	52 245 00			62 248 00	62		
1706	SINV	2023-04-12	INV071247	Purchase Order			1 235.10		0						2		
1706	SINV	2023-04-12	INV071247	Purchase Order			1 235 10			INV071247	1 235 10	1.2		1 235.10	10 m		
2039	SINV	2023-04-26	INV75458	Purchase Order			83 214.00	83 214 00							C.		
2039	SINV	2023-04-26	INV71408	Purchase Order			83 214 00			INV/71488	83 214 00			83 214 00	17 C		
2040	SINV	2023-04-19	INV75488	Purchase Order			408.83		0, -					1 1 1 1 1 1 1 1 1 1	<u>B</u>		
2040	SINV	2023-04-19	WV71495	Purchase Order			400.03			INV71488	408.83			+06.83	100 m		
2050	SINV	2023-04-21	184471535	Purchase Order			83 214.00	83 214 00						1.000	<u> </u>		
2050	SINV	2023-04-21	INV71535	Purchase Order			83 214.00	83 214 00	17	INV71535	83 214 00			83 214 00	100 C		
2051	SINV	2023-04-17	INV71441	Purchase Order			82 248.00	82 245 00						11000.000	6		
2051	SINV	2023-04-17	INV71681	Purchase Order			82 248:00	82 248 00	13	INV71441	82 248 00		1	82 248 00	6 ·		
2052	SINV	2023-04-14	INV71361	Purchase Order			83 214.00	83 214 00	9						-		
2053	SINV	2023-04-05	INV71309	Purchase Order			82.248.00	82 248 50	0, -								
2054	SIW	2023-04-20	INV71309	Purchase Order			1 235.11	1 235 11	0	•					E.r.		
2055	SINV	2023-04-12	IN/V71361	Purchase Order			998.78	996.78	0, -	• 1					10 m		
2056	SINV	2023-04-17	INV75441	Purchase Order			1 028.11		9						12		
2057	SINV	2023-04-21	INV71535	Purchase Order			1 236 83	1 206 83	0, -	•					12 ·		
2091	SINV	2023-04-14	INV071416	Purchase Order			82 248.00	82 249.00	0	- Conservation	Second-						
2001	SINV	2023-04-14	10/0271416	Purchase Order			82 248.00	82 248 00	11	INV071416	82 248 00		-	82 248 00	14		
2093	SINV	2023-04-14	INV75416	Purchase Order			1 028.11	1 025 11									
2095	RTS.	2023-04-24	RT\$0057	Return to Supplier		2 070.00		-2075-00	4 3	a location of	- second						
2095	RTS	2023-04-24	RT\$0057	Return to Supplier		2 070.00		-2 070 00	17	RT\$0057	-2.070.00			- 2 070:00	<b>谷</b>		
2164	SINV	2023-05-03	INV71555	Purchase Order			165 225 13	165 229 13	0	•					17 - C		
2165	SINV	2023-04-26	INN71595	Purchase Order			3 395.15	3.395.15	g =	•					int .		
2545	SINV	2023-05-02	INV71559	Purchase Order			83 214.00	83 214 00	0, -	• J 1					12		
2546	SINV	2023-05-02	INV71559	Purchase Order			1 236.83	1 206.83	0, -	-					14		
2547	SINV	2023-05-02	INV71608	Purchase Order			166 428.00	166 428 00	0, -	· Numerous ·					10 m		
2547	SINV	2023-05-02	IN/V71608	Purchase Order			166 429.00	166 428 00	13	INV71608	166 425 00			196 428 00	17 I		
2547	SINV	2023-05-02	iNv71608	Purchase Order			166 429.00	166 428.00	13	INV71608	166 428 00			166 428 00	12 C		
2548	SINV	2023-05-02	INV71608	Purchase Order			1 928 92	1 925 52	0, -						12		
2564	SINV	2023-05-16	INV71710	Purchase Order			83 214.00	83 214 00	0, -						12 C		
2565	SINV	2023-05-16	INV71710	Purchase Order			1.236.83	1 236.83	9	1					1		
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2565	SINV	2023-08-16	INV71634	Purchase Order			83 214 00	83 214 00	0, -	•					107		
2567	SINV	2023-05-03	INV71634	Purchase Order			1.236.83	1 2 36 83	0, -						15		



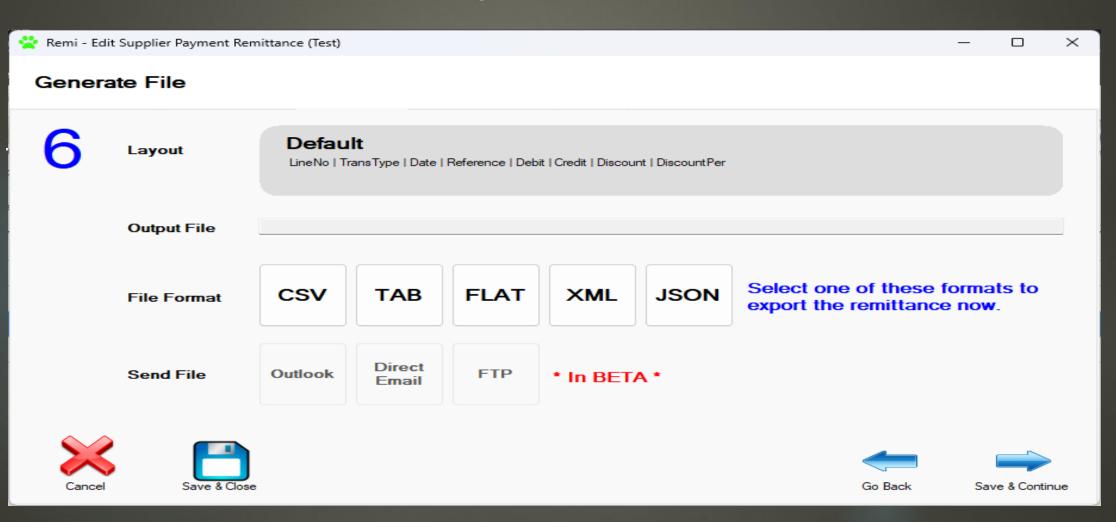


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#### 6. WIZARD

#### WITH AN AID OF A WIZARD A FILE IS CREATED IN 7 STEPS

Below is an example of a Remittance can be generated in multiple formats



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#### **6. WIZARD** WITH AN AID OF A WIZARD A FILE IS CREATED IN 7 STEPS

- The seventh step is to select the necessary suspense cashbook account / and the necessary discount GL account to use when generating the cashbook journals.
- With a click of a button, produces all the cashbook journals required along with allocations against each individual supplier invoice, return to supplier document and other transactions.
- When importing the bank statement only one amount needs to be allocated to the suspense account.



#### 7. BENEFITS

- Cuts down days of processing in a few minutes.
- Ease of use
- Works with Live Data from all financial systems included Sage 200 and prior versions.
- Assists with payment allocations, no manual intervention required.
- Matching invoices with the received payment is quite a task. But with a remittance advice slip, they can track where the amount is coming from. So, remittance details will benefit them in auditing the most
- Breaking down and allocating individual amounts to invoices/credit notes by importing one remittance advice for a single payment. Instead of allocating every single credit note manually.
- Massively reduce manual work
- Auto-load and auto-match all customer remittance files

#### **7. BENEFITS**



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User Interface (UI) -Sender Interface: Allows users to initiate remittance transactions, providing details such as the recipient's information, amount, and destination. Receiver Interface: Enables recipients to access and manage their remittance accounts, check transaction history, and receive notifications.

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- Authentication and Security User Authentication: Secure login methods, including multi-factor authentication, to ensure the identity of users. Encryption: End-to-end encryption to protect sensitive data during transmission
- Transaction Processing -Transaction Management: Handles the initiation, processing, and tracking of remittance transactions. Currency Conversion: Supports real-time currency conversion to facilitate cross-border transactions
- Payment Gateway Integration Integration with Banks and Financial Institutions: Establishes connections with banks, payment processors, and financial institutions to facilitate fund transfers.
- Compliance and Regulatory Tools AML (Anti-Money Laundering) and KYC (Know Your Customer) Compliance: Ensures adherence to international regulations and standards. Transaction Monitoring: Monitors transactions for suspicious activities to comply with regulatory requirements
- Notifications and Alerts -Real-time Notifications: Provides users with updates on the status of their transactions, including confirmation of successful transfers

### 7. BENEFITS

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Reporting and Analytics - Transaction History: Allows users to view and download transaction history for record-keeping. Analytics Tools: Provides insights into transaction trends, currency fluctuations, and user behavior.

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Comprehensive API (Application Programming Interface) - API Integration: Enables integration with third-party services, allowing businesses to connect their remittance software with other financial tools and platforms

Scalability and Flexibility - Scalable Infrastructure: Ensures the software can handle a growing number of users and transactions.

Customization Options: Allows businesses to tailor the software to meet their specific needs.

Keep in mind that the specific features and components may vary depending on the remittance software provider and the target market. Additionally, compliance with local and international regulations is crucial in the remittance industry, influencing the design and functionality of these systems dialog.dismiss()
cancelScan()
callScanOr()

0

00000 d

condbutton = "No", intSecond = DialogInterface.OnClickLin dialog.dismiss() cancelScan()

in observeScanQr() {
ideliscanQrResult().observe()
i7.let { result ->

Toast

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SOFTWARE DEVELOPING COMPANY

## Thank You

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https://leopardgroup.org.za

#### OFFICIALLY A SAGE ISV PARTNER

https://za-marketplace.sage.com/enza/apps/120984/leap-point-of-sale

#### Link to the Leap video: https://leopardgroup.org.za/software/leap/pos/leap \_\_\_\_\_\_pos\_video.mp4



